

June 11, 2010

Dear LUC Advisor,

The Thompson School District Extra Duty Contracts are being revamped over the 2010-2011 School Year. The LUC contract is one of the first to pilot a new process in which the past advisor receives the job description for the coming year to make a decision about their interest in serving as an advisor for the coming school year. This is being done as part of the district efforts to ensure accountability and the matching of our intention of programs to our current offerings. With LUC, an ongoing concern is whether the contract has met the needs of outreaching to our underserved population: Hispanic/Latino youth in our district. We know to decrease access and opportunity gaps, we must outreach to the Hispanic/Latino students. We will not turn other students away and the program supports cross-cultural appreciation, but the focus must be on finding a safe place where students who are traditionally underserved in athletics and activities will thrive!

Please email me any questions you may have, gabrielm@thompson.k12.co.us. Email me your intent to comply with the attached job description if you will accept the contract and I will then contact Deb Huffsmith, so she can send your contract to you directly.

Thank you,
Maria Gabriel
Equity and Diversity Coordinator

Intent to comply with LUC Job Description 2010-2011

Name _____ **Date** _____

School _____

Latinos Unified in Community (L.U.C.) Extra Duty Contract

Job Description:

Our **mission** is to create respectful and supportive environments within schools to outreach to and empower students to advocate for themselves and to support each other in the positive growth of their cultural awareness and self-identity.

Goal of the LUC Youth Chapters: The Thompson schools LUC youth chapters are committed to the support of Latino students, but will not turn others interested in diversity away. The chapters will provide opportunities of skill building and personal growth in the following areas:

- ♦ Cultural Identity and Personal empowerment
- ♦ Cross-Cultural Appreciation
- ♦ Leadership Development
- ♦ Education
- ♦ Community Service

Advisor Roles and Responsibilities:

- ❖ The extra duty contract named LUC is governed by the MOU
- ❖ Advisors will follow Thompson School District Staff Conduct Board Policies
- ❖ Advisors will be evaluated according to the Thompson School District Extra Duty Salary Schedule Rubric found in the MOU
- ❖ Advisors will attend annual intercultural proficiency training as designated by the Office of Equity and Diversity. This can include workshops or conferences.
- ❖ Advisors will respect and actively support the diversity of their chapter's membership
- ❖ Advisors will attend quarterly L.U.C. Advisor meetings
- ❖ Advisors will meet with their students at least 3 times a month during **non-contract** time September through May per the MOU
- ❖ Advisors will send their meeting schedules and meeting attendance records to María Gabriel, Equity and Diversity Coordinator on a quarterly basis
- ❖ Advisors will provide opportunities for leadership and leadership positions such as President, Vice-President, Secretary, Treasurer, and Historian through an electoral process in the fall of each school year. The advisor should facilitate and guide the students within their youth chapter to find success these roles.
- ❖ Advisors will provide positive skill training in the following areas that align with the goals of L.U.C. Youth Chapters: Cultural Identity and Personal Empowerment, Cross-Cultural Appreciation, Leadership, Education, and Community Service
- ❖ Advisors will attend a minimum of 1 relevant student conferences with their group and will be responsible for their group in these settings

Evaluation:

You will be evaluated according to the Extra Duty Salary Schedule Rubric- (Activities) found in the MOU in regards to:

- Number of Students
- Formal Performances/contests (not practices and meetings)
- Number of weeks
- Community Expectations
- Student body expectations
- Time outside contract day (hrs. per week)

Rev. 8/10 MG